January 19, 1901

File No.: HD-P-153

- Municipal States

25X1A

10:

Gest Felle:

The discussed previously the advisability of kesping a sample of raterial from each use so that whenever may visiting firemen were in your area you could pull out a folder and show them the results. In keeping with this I felt that a simple form might be in order to which you could staple your material sample and, thereby, have complete information on any operation.

I feel the enclosed forms will supply us all information necessary for this purpose, and request that you start using them immediately. The following list corresponds to the headings on the form, and indicates the sort of information I would like included therein.

- PROGRAM CAM The cam used for that particular operation. For example, AE and 4W or fixed slit .047.
- SCAN TIPE In most instances this will be 1/2 sec., although there is always a chance some other time may be used.
- 3. FILTER Red, yellow or clear.
- 4. INTERVAL In most cases this will be 32 secs., but again may vary depending on conditions.
- 5. EXPOSURE Under, over, okay or perhaps under at start, over in middle, and under at end.
- d. CLOCK Out of focus, halo, running slow, running fast, none.
- 7. BANDING Light, medium, heavy, none.
- 3. FORMAT Okay, shift to right, shift to left, variable.
- 9. VERTICAL IMDICATOR Out of focus, light, dark, poor reference.
- 10. ARROLUTION Chay, out of focus, twinning. This can be just eyeball evaluation.
- 11. SCRATCHES Tracker, processing. If the processing is suspected perhaps you should unroll a few feet from the feed spool and have processed without actually going through the feed mechanism of the Tracker.
- 12. FROSTING None, light frosting, in lower half of format etc.
- 13. WEATHER Clear, haze, scattered clouds, overcast.

- 2 -

14. COMMENTS - Any comments pertaining to the operation, such as heavy turbulence or anything affecting material.

I think you can complete these forms very quickly as you look over the material and, as records they will be valuable in recording the over-all performance of our equipment.

Best personal regards.

Sincerely,

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14. COMMENTS